



**KENTUCKY REGISTERED SANITARIAN
EXAMINING COMMITTEE
275 EAST MAIN STREET, HS1E-B
FRANKFORT, KY 40621**

May 5, 2005

The meeting of the Registered Sanitarian Examining Committee was called to order by Chair Kathy Fowler.

Those in attendance were:

| | |
|---------------|------------------------------------|
| Kathy Folwer | Chair |
| Vicki Smith | Executive Secretary |
| Ed Cecil | Director (West Area) |
| Roy Foushee | Director (Central Area) |
| Dan Troutman | Director (South East Area) |
| Guy F. Delius | Secretary-Cabinet's Representative |
| Clyde Bolton | Attendee |

Old Business:

The Committee reviewed the minutes of the 11-17-04 meeting.

Motion to accept the minutes.

Ed Cecil

Roy Foushee, Seconded

In Favor 3 Not In Favor 0

Roy discussed the personnel classification system in Lexington-Fayette County. This system is somewhat different than what is used in the majority of the state with LHD's.

Roy/Guy will check with the state LHD personnel office to see how the other LHD's are using classifications.

Kathy Fowler discussed the federal FDA ORA-U training program. This on-line training program could be used at no cost for training. Ed Cecil, Kathy Fowler and Dan Troutman will complete a segment of this training and will provide a report at the next meeting, as to how this system may assist DPH-LHD's in training.

The Committee Reviewed a proposal from Business Services Inc. to help research and provide information on public-environmental health matters. The committee agreed that we need to enhance our public image and public relations. The Committee agreed to investigate the package to see how we may best grow our image, education and recruitment. The committee also agreed to check into payment and bids for the work.

Motion to produce an educational and informational awareness package over the next year.

Dan Troutman

Ed Cecil, Seconded

In Favor 4 Not In Favor 0

Kathy Fowler Drafted disciplinary Procedures for review. Kathy will email to committee members via email for critique.

The Committee discussed Hazardous Duty Classification for Environmental Health workers.
No action is pending.

The Committee discussed the R.S. Exam.

The Committee will be setting a date to review the test, with considerations for revision in the future.

New Business:

The Committee discussed a request for honorarium for the 2005 Retail Food Seminar.

Specific Speakers and costs associated with them were discussed.

Motion to approve up to \$2000 in speaker honorariums for the meeting.

Ed Cecil

Roy Foushee, Seconded

In Favor 4 Not In Favor 0

Vicki Smith provided a R.S. budget update.

Motion to approve the provided informational update.

Dan Troutman

Ed Cecil, Seconded.

In Favor 4 Not In Favor 0

The Committee discussed possible funding to assist with the translation of documents into other languages.

The Committee Discussed the planned retirement of Vicki Smith from the Division of Public Health Protection and Safety, and the ramifications to the R.S. Committee.

The Committee discussed Mrs. Smith's duties for the committee.

The Committee unanimously agreed that Mrs. Smith provided a number of very valuable services to the Committee, and it will be very tough to find a similar replacement to do the volume and quality of work as Vicki has provided over the years.

Vicki provided a listing of her Committee duties and what she typically does in a given year to the Committee for historical information.

The Committee expressed their gratitude to Vicki.

New applicants successfully completing the exam.

Dan Sager

Mindee M. Allen

Motion to accept applicants as new Registered Sanitarians.

Roy Foushee

Ed Cecil, Seconded

In Favor 4 Not In Favor 0

The Committee discussed two letters from Sanitarians regarding their status.

Ed Cecil requested to become active again

Kim True requested to become inactive.

Motion to accept the requests.

Dan Troutman

Roy Foushee, Seconded

In Favor 4 Not In Favor 0

Next meeting date discussed.

The Committee thanked Mr. Bolton for his time and attendance.

Adjourn

Respectively Submitted

Guy F. Delius, R.S., Secretary